



Guidelines for Preparing Storm Water Pollution Prevention Plans for Construction Activities Disturbing Less than One Acre

DISCLAIMER: The purpose of this guidance document is to assist the Owner and Operator of a construction activity within the City of Arlington in complying with Section 4.03 of the City's Storm Water Pollution Control Ordinance. By providing this general guidance, the City of Arlington is not providing a guarantee of compliance or protection from enforcement under the Storm Water Pollution Control Ordinance. The Owner and Operator of a construction activity are fully responsible for being familiar with all the ordinance requirements and ensuring their construction activity is in compliance with the Storm Water Pollution Control Ordinance and other local, state and federal regulations that are applicable to the construction activity.

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TEMPLATE SWPPP SUBMITTAL

SWPPP CONTACT INFORMATION

The City's standard Fact Sheet for SWPPP contact information shall be completed and submitted.

SWPPP DRAWING

A drawing shall be submitted with the following information:

- Delineation of the limits of soil disturbance to avoid disturbing vegetation beyond the minimum area needed for construction.
- Locations and details for structural controls to prevent erosion and sediment loss. The minimum controls acceptable are:
 - 1) A construction entrance designed to limit off-site tracking of soil if the construction site does not have existing pavement; and
 - 2) Sediment barriers along the down-slope perimeter of disturbed areas and stockpiles with the ends of the barriers turned up-slope to form sediment traps.
- A note requiring regular sweeping of pavement on-site if the site has existing pavement that will be used as an entrance to the construction activity.
- A note requiring exposed soils, within and adjacent to the site, that are disturbed by vehicles, grading and other construction activities be stabilized at the completion of construction with a uniform, perennial, vegetative cover at least 70% density of the native, background, vegetation.

SWPPP STANDARD DRAWING NOTES

SWPPP standard drawing notes provided by the City of Arlington must be included on the drawing.

SWPPP SUBMITTAL EXEMPTION

Section 4.03.A.3 of the City of Arlington's Storm Water Pollution Control Ordinance exempts the following construction activity from the SWPPP requirement:

"Any construction activity, not a part of a larger plan of development of five acres or more, related to the construction, alteration, or addition to a single-family, duplex or four-plex residential structure, or an accessory use to any such structure, where one primary structure is constructed per legal lot and the construction activity does not result in the disturbance of more than 12,000 square feet of total land area."

Although exempted from preparing a SWPPP, the above projects must still comply with the specific prohibitions and requirements in Article III and the general requirements for construction in Article IV of the Storm Water Pollution Control Ordinance.



CONSTRUCTION SITE NOTICE
SWPPP Contact Information Fact Sheet
For Construction Activity
Disturbing Less Than One Acre

Project Description: (Describe the type of construction activity and the type of development that will result from it.)	
Address of Construction Site:	
Legal Description of Construction Site: (Addition, Block and Lot)	

Names of Contracting Company and Point of Contact:	
Contractor Address:	
Contractor Phone:	
Contractor Fax:	

Name of Property Owner:	
Owner Address:	
Owner Phone:	
Owner Fax:	

City of Arlington

SWPPP Standard Drawing Notes

The following notes shall be placed on the drawing that shows the location of Best Management Practices for the project. The engineer is encouraged to add project-specific notes.

1. STORE ALL TRASH AND WASTE MATERIALS IN COVERED BINS OR OTHER ENCLOSURES UNTIL PROPER DISPOSAL AT OFF-SITE FACILITIES. TRASH AND WASTE SHALL BE REMOVED FROM THE SITE AT REGULAR INTERVALS TO PREVENT OVERFLOW OF THE CONTAINERS.
2. HAZARDOUS MATERIALS SHALL BE STORED IN CLOSED CONTAINERS, AND THE CONTAINERS SHALL BE PLACED IN A SHELTER THAT PREVENTS CONTACT WITH RAINFALL AND RUNOFF. THE AMOUNT OF HAZARDOUS MATERIALS STORED ON-SITE SHALL BE MINIMIZED AND LIMITED TO THE MATERIALS NECESSARY FOR THE CURRENT PHASE OF CONSTRUCTION. HAZARDOUS MATERIAL STORAGE SHALL BE IN ACCORDANCE WITH ALL FEDERAL, STATE AND LOCAL LAWS AND REGULATIONS.
3. STOCKPILES OF SOIL, SAND, AND OTHER MATERIAL THAT CAN BE TRANSPORTED BY STORM WATER SHALL BE CONTAINED WITHIN SEDIMENT CONTROLS OR COVERED WITH SECURED TARPS.
4. THE CONTRACTOR SHALL DESIGNATE AN AREA TO BE USED FOR CONCRETE WASH WATER. A PIT LARGE ENOUGH TO CONTAIN THE WASH WATER WITHOUT OVERFLOWING SHALL BE EXCAVATED. IF CONCRETE PLACEMENT WILL OCCUR OVER A PERIOD OF TIME GREATER THAN A WEEK, A SIGN DESIGNATING THE AREA AS THE CONCRETE WASHOUT AREA SHALL BE POSTED IN A LOCATION VISIBLE FROM THE STREET.
5. SLURRY FROM CONCRETE SAWCUTTING SHALL BE VACUUMED OR RECOVERED BY OTHER MEANS FOR PROPER DISPOSAL. IF A CURB INLET IS NEAR THE PAVEMENT TO BE CUT, THE INLET SHALL BE BLOCKED WITH SANDBAGS DURING SAWCUTTING TO PREVENT SLURRY FROM ENTERING THE STORM DRAIN.
6. APPLICATION OF LIME OR OTHER CHEMICAL STABILIZERS SHALL BE LIMITED TO THE AMOUNT THAT CAN BE MIXED AND COMPACTED BY THE END OF EACH WORKING DAY. STABILIZER SHALL BE APPLIED AT RATES THAT RESULT IN NO RUNOFF FROM THE SITE. STABILIZATION SHALL BE DELAYED IF RAIN IS FORECAST FOR THE WORKING DAY. NO TRAFFIC OTHER THAN WATER TRUCKS AND MIXING EQUIPMENT SHALL PASS OVER THE SPREAD STABILIZER UNTIL AFTER MIXING IS COMPLETED.
7. SANITARY FACILITIES SHALL BE PROVIDED IN ACCORDANCE WITH THE CITY OF ARLINGTON'S CONSTRUCTION ORDINANCE AND BE PLACED AWAY FROM GUTTERS, INLETS, SWALES, AND OTHER DRAINAGE WAYS. THE LOCATION OF THE SANITARY FACILITY SHALL BE NOTED ON THIS SHEET BY THE CONTRACTOR.
8. SUPER-CHLORINATED WATER FROM WATER LINE DISINFECTION SHALL NOT BE ALLOWED TO ENTER THE STORM DRAINAGE SYSTEM.
9. THE CONTRACTOR SHALL CONSTRUCT A LINED, BERMED AREA OR OTHER SPILL PROTECTION MEASURE PER THE FIRE CODE FOR ANY TEMPORARY FUEL TANKS PLACED ON-SITE. THE VOLUME OF THE BERMED AREA SHALL BE AT LEAST 110% THE VOLUME OF THE TANK. THE LOCATION OF THE FUEL STORAGE AND CONTAINMENT SHALL BE NOTED ON THIS SHEET BY THE CONTRACTOR.
10. IF PUMPS ARE USED TO REMOVE WATER FROM TRENCHES OR PONDED AREAS, THE DISCHARGE SHALL BE FILTERED BEFORE THE WATER LEAVES THE SITE OR ENTERS THE STORM DRAINAGE SYSTEM. FILTRATION MAY BE ACCOMPLISHED BY DISCHARGING THE WATER ACROSS A VEGETATED AREA, THROUGH A SILT FENCE, THROUGH A ROCK BERM, OR WITH SIMILAR MEASURES. THE DISCHARGED WATER SHALL BE VISIBLY INSPECTED TO VERIFY THE FILTRATION IS PRODUCING A NOTICEABLE REDUCTION IN SEDIMENT LOAD. ADDITIONAL MEASURES SHALL BE TAKEN IF THE FILTERED WATER IS NOT VISIBLY CLEARER THAN THE WATER DISCHARGED BY THE PUMP.
11. DURING DRY AND WINDY PERIODS, DISTURBED SOIL SHALL BE SPRINKLED WITH WATER UNTIL DAMPENED AND REPEATED AS NEEDED TO PREVENT DUST GENERATION. WATERING FREQUENCY MAY BE AS OFTEN AS DAILY FOR SOILS IN WIND ERODIBILITY GROUPS 1 - 4.
12. A QUALIFIED REPRESENTATIVE OF EACH OPERATOR SHALL INSPECT THE CONSTRUCTION ACTIVITY EITHER ONCE EVERY 14 CALENDAR DAYS AND WITHIN 24 HOURS OF A STORM EVENT OF ½-INCH OR GREATER OR WEEKLY AT A SPECIFIED DAY AND TIME REGARDLESS OF PRECIPITATION. A WRITTEN SWPPP INSPECTION REPORT SHALL BE COMPLETED FOR EACH INSPECTION.
13. IF INSPECTIONS OR INVESTIGATIONS REVEAL THE BEST MANAGEMENT PRACTICES ARE INEFFECTIVE IN ELIMINATING OR MINIMIZING POLLUTANTS IN DISCHARGES FROM THE CONSTRUCTION ACTIVITY, THE BEST MANAGEMENT PRACTICES SHALL MODIFIED OR REPLACED BEFORE THE NEXT STORM EVENT WHENEVER POSSIBLE AND ALWAYS WITHIN SEVEN DAYS OF THE INSPECTION. THE SWPPP SHALL BE REVISED TO SHOW THE BMP CHANGES WITHIN SEVEN DAYS OF THE INSPECTION. REVISIONS TO SWPPP SHALL BE DATED AND INITIALED BY THE PERMITTEE OR HIS REPRESENTATIVE.

City of Arlington SWPPP Standard Drawing Notes, continued

14. AT A MINIMUM, SEDIMENT SHALL BE REMOVED FROM CONTROLS WHEN THEIR CAPACITY IS REDUCED BY 50% UNLESS MORE FREQUENT CLEANING IS SPECIFIED IN THE SWPPP. IF DURING MAINTENANCE THE CONTROL IS FOUND TO BE INEFFECTIVE, INSTALLED INCORRECTLY, OR DAMAGED, IT SHALL BE MODIFIED OR REPLACED.

15. IF AT ANY TIME EROSION AND SEDIMENT CONTROLS ARE FOUND TO BE INTENTIONALLY DISABLED, RUN-OVER, REMOVED, OR OTHERWISE RENDERED INEFFECTIVE, THEY SHALL BE MODIFIED OR REPLACED IMMEDIATELY.

16. CONSTRUCTION WASTE, DEBRIS AND SOIL BLOWN, TRACKED OR WASHED FROM THE SITE DURING CONSTRUCTION ACTIVITY SHALL BE CLEANED UP DAILY. CLEANING PAVEMENT BY WASHING SEDIMENT OR OTHER POLLUTANTS INTO THE STORM DRAINAGE SYSTEM IS PROHIBITED.

17. SEDIMENT DISCHARGED INTO THE MUNICIPAL SEPARATE STORM SEWER SYSTEM (STREETS, GUTTERS, STORM DRAINS, FLUMES, CHANNELS, ETC.) FROM THE CONSTRUCTION ACTIVITY DURING A RAIN EVENT SHALL BE REMOVED BEFORE THE NEXT RAIN EVENT WHENEVER POSSIBLE AND AT A FREQUENCY THAT PREVENTS NEGATIVE EFFECTS.

18. SPILLS AND RELEASES OF ANYTHING OTHER THAN STORM WATER INTO THE MUNICIPAL SEPARATE STORM SEWER SYSTEM SHALL BE IMMEDIATELY REPORTED TO THE CITY OF ARLINGTON. IN ADDITION, SPILLS AND RELEASES OF HAZARDOUS MATERIALS GREATER THAN THE REGULATED REPORTABLE QUANTITY SHALL BE REPORTED TO STATE AND FEDERAL AUTHORITIES WITHIN 24 HOURS.